

प्रेषक,

हरिश्चन्द्र जोशी,

सचिव,

उत्तराखण्ड शासन।

सेवा में,

(1) आयुक्त,
खाद्य एवं नागरिक आपूर्ति विभाग,
उत्तराखण्ड, देहरादून।

(3) संभागीय खाद्य नियंत्रक
गढ़वाल सम्भाग, देहरादून/
कुमायूँ संभाग, हल्द्वानी।

(5) अपर निबन्धक,
सहकारी विपणन संघ,
उत्तराखण्ड, देहरादून।

(2) समस्त जिलाधिकारी,
उत्तराखण्ड।

(4) निदेशक,
मण्डी परिषद,
उत्तराखण्ड, उधमसिंहनगर।

(6) वरिष्ठ क्षेत्रीय प्रबन्धक,
भारतीय खाद्य निगम,
देहरादून।

खाद्य एवं नागरिक आपूर्ति अनुभाग-2

विषय: रबी कय विपणन सत्र 2007-08 में मूल्य समर्थन योजनान्तर्गत गेहूँ कय की व्यवस्था।
महोदय,

देहरादून: दिनांक 18 अप्रैल, 2007

उपर्युक्त विषयक शासनादेश संख्या 19 भा.स./07-XIX-2/13 वि. (रबी खरीद) /07, दिनांक 02 अप्रैल, 2007 के सन्दर्भ में संयुक्त सचिव, उपभोक्ता मामले, खाद्य एवं सार्वजनिक वितरण मंत्रालय, भारत सरकार के पत्र संख्या 40-3/2003-क्यू.सी.सी./260, दिनांक 09 मार्च, 2007 एवं तत्संलग्न भारत सरकार के पत्र संख्या- 8-11-2002-एस.एण्ड आई, दिनांक 09 अक्टूबर, 2002 की छायाप्रतियाँ संलग्न कर प्रेषित करते हुए मुझे यह कहने का निदेश हुआ है कि रबी खरीद विपणन सत्र 2007-08 में विकेन्द्रीकृत योजना के अन्तर्गत राज्य सरकार एवं उनके द्वारा नामित एजेंसीज द्वारा की जाने वाली गेहूँ की खरीद का निरीक्षण भारत सरकार द्वारा उपर्युक्त पत्र में दिये गये निर्देशानुसार भारतीय खाद्य निगम के अधिकारियों द्वारा की जायेगी एवं निरीक्षण के दौरान गेहूँ कय केन्द्रों तथा गेहूँ के स्टॉक के निरीक्षण के दौरान संबंधित केन्द्र प्रभारियों तथा राज्य सरकार के नामित अधिकारियों द्वारा निरीक्षण के दौरान भारतीय खाद्य निगम के संबंधित पदाधिकारियों को अपेक्षित सहयोग दिया जाना सुनिश्चित किया जायेगा ताकि राज्य सरकार द्वारा स्टेटपूल में खरीदे गये गेहूँ की गुणवत्ता भारत सरकार द्वारा निर्धारित गुण-विनिर्दिष्टियों के अनुसार ही की जा सकें।

कृपया उपर्युक्त आदेशों का अनुपालन कड़ाई के साथ सुनिश्चित करने का कष्ट करें।
संलग्नक-उपर्युक्त।

भवदीय,

(हरिश्चन्द्र जोशी)
सचिव।

हृ.जोशी

संख्या 29भा.सं(1)/07-XIX-2/76 वि. खाद्य/06, तददिनांक।

प्रतिलिपि निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित:-

1. आयुक्ता, गढ़वाल मण्डल पौड़ी/कुमायूं मण्डल, नैनीताल।
2. संयुक्त सचिव, उपभोक्ता मामले, खाद्य एवं सार्वजनिक वितरण मंत्रालय, भारत सरकार के पत्र संख्या 3(1)/2007 पी0वाई0-।।।, दिनांक 14 मार्च, 2007 के सन्दर्भ में।
3. वरिष्ठ क्षेत्रीय प्रबन्धक, भारतीय खाद्य निगम, उत्तराखण्ड, देहरादून।
4. वित्त नियंत्रक, खाद्य एवं नागरिक आपूर्ति, विभाग, उत्तराखण्ड, देहरादून।
5. वरिष्ठ संभागीय वित्त अधिकारी, खाद्य, गढ़वाल संभाग, देहरादून/कुमायूं संभाग, हल्द्वानी।
6. निदेशक, सूचना विभाग, उत्तराखण्ड, देहरादून को इस आशय से प्रेषित कि कृपया भारत सरकार के पत्र एवं संलग्न राजपत्र को राज्य के मुख्य समाचार पत्रों तथा इलक्ट्रॉनिक मीडिया के माध्यम से भी व्यापक प्रचार प्रसार कराने का कष्ट करें।
7. विशेष कार्याधिकारी, मुख्यमंत्री को मा0 मुख्यमंत्री जी उत्तराखण्ड के अवलोकनार्थ।
8. निजी सचिव, खाद्य मंत्री उत्तराखण्ड को मा0 खाद्य मंत्री जी के अवलोकनार्थ।
9. निजी सचिव, मुख्य सचिव, उत्तराखण्ड शासन को मुख्य सचिव महोदय के अवलोकनार्थ।
10. समन्वयक, एन0आई0सी0, उत्तराखण्ड, देहरादून।
11. गार्ड फाईल।

आज्ञा से,

(एम0सी0उप्रेती)
अपर सचिव।

Dr. Joy I. CHEENATH
Tel No. 2338 2956

सर्व शिक्षा अभियान, राज्य और राष्ट्रीय स्तर पर
शिक्षा और सार्वजनिक वितरण विभाग
नई दिल्ली, -110 001
JOINT SECRETARY
GOVERNMENT OF INDIA
MINISTRY OF CONSUMER AFFAIRS, FOOD & PUBLIC DISTRIBUTION
DEPARTMENT OF FOOD AND PUBLIC DISTRIBUTION
KRISHI BHAWAN, NEW DELHI-110 001

D.O. No.40-3/2003-QCC/260

March 9, 2007

Dear Shri Pant,

The current Rabi Marketing Season (RMS) is to start shortly. Arrangements for the procurement of wheat have been made by FCI and State Procuring Agencies. The uniform specifications for wheat and barley for RMS 2007-08 have already been issued by this Department. A copy of the same is also enclosed.

2. I request you to issue necessary instructions to all the officers engaged in the procurement operations to ensure that foodgrains strictly conforming to uniform specifications for the RMS 2007-08 are only procured. Senior officers may be deputed for surprise inspection of the procurement centres to ensure the procurement of foodgrains of the prescribed quality. Adequate facilities for cleaning of foodgrains, preferably power cleaners, may be provided to all the procuring centres. This will enhance the quality of foodgrains being procured by the procuring agencies. It may be ensured that all the grain bags are properly stenciled and stitched.

3. Further, detailed guidelines issued vide this Ministry's D.O.No.8-11/2002-S&I dated 9/10/2002 (copy enclosed), so as to streamline the procurement of foodgrains clearly envisage inspection of the stocks procured by State Govt./their agencies by the FCI. Accordingly, FCI was also instructed to inspect such stocks besides officers of Quality Control Cell of the Ministry who inspect stocks being procured/procured by the procuring agencies, with a view to monitoring its quality. In past, it has come to the notice that some of the State Govts./field functionaries of State Governments have been showing reluctance in facilitating inspection of stocks of State Govt. and its agencies by the FCI. Not allowing FCI to inspect the stocks procured by State Govt./its agencies is contrary to guidelines, and you may appreciate that the FCI is inspecting stocks procured by State Govt. and its agencies on behalf of the Government of India.

4. I, therefore, request you to take immediate necessary action on paras 2 & 3 above to ensure that foodgrains are procured strictly as per uniform specifications and regular inspection of stocks by the FCI is facilitated. Action taken in this regard may please be intimated to this Ministry at the earliest.

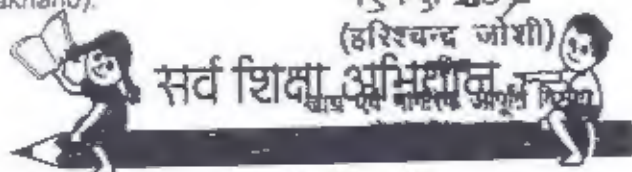
With regards,

Yours sincerely,

Encls: As above

(Dr. Joy I. CHEENATH)

Shri H.C. Pant,
Secretary,
Department of Food & Civil Supplies,
Government of Uttarakhand,
DEHRADUN (Uttarakhand).



सब पढ़ें सब बढ़ें



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संयुक्ता सचिव

भारत सरकार

उपभोक्ता मामले, खाद्य और सार्वजनिक वितरण मंत्रालय

खाद्य और सार्वजनिक वितरण विभाग

कृषि भवन, नई दिल्ली-110 001

JOINT SECRETARY

GOVERNMENT OF INDIA

MINISTRY OF CONSUMER AFFAIRS, FOOD & PUBLIC DISTRIBUTION

DEPARTMENT OF FOOD AND PUBLIC DISTRIBUTION

KRISHI BHAWAN, NEW DELHI-110 001

D.O. NO. 8-11/2002-S&I

October 9, 2002

Dear

State Governments and their agencies are engaged in the procurement of foodgrains under price support operations either on behalf of FCI or independently under the decentralized scheme. It has been observed that during the procurement of foodgrains proper arrangements are not being made by some of the State Governments and their Agencies. Specifically, the quality control mechanisms and measures for the scientific storage of foodgrains are inadequate. This results in procurement of sub-standard foodgrains and deterioration in the quality of foodgrains during storage. There is need to ensure that procurement and storage of foodgrains is properly regulated so that better quality foodgrains is available to consumers through TPDS and other welfare schemes.

2. Keeping in view the need to streamline the procurement of foodgrains, guidelines for the State Governments and their Agencies have been formulated by this Ministry. A copy of the same is enclosed to this letter.

3. It is requested that these guidelines may be circulated among all field functionaries who are engaged in the procurement and storage of foodgrains with instructions that these are strictly followed by all the officers. It is also requested that you may review the arrangements made in the light of these guidelines both at the commencement of the procurement season as well as periodically and send reports to this Ministry of the reviews undertaken. The FCI is also being asked to coordinate its efforts with the State Governments.

4. Action taken in this regard may be communicated to the Ministry.

Encl : As above.

2/c

Yours sincerely,

(SANJAY KAUL)

Secretary (Food & Civil Supplies),
All States/UTs

Guidelines on Procurement of Foodgrains for the State Governments

1. General Guidelines

Grains procured under the decentralised procurement (DCP) scheme or by the State Governments on behalf of FCI are ultimately a part of the Central Pool. Therefore, there is a need to ensure that the existing DCP scheme is properly regulated the guidelines framed hereunder should be strictly followed by the State Governments, FCI and the officials of the S&R Division. The general guidelines for the procurement of foodgrains are as under:

- (i) Foodgrains should be procured strictly conforming to the Uniform Specifications prescribed by the Government of India. These specifications have already been issued by the Ministry of Consumer Affairs, Food and Public Distribution, Government of India vide letter no 8-8/2002-S&I dated 20th September 2002 for KMS 2002-03. The uniform specifications of foodgrains should be widely publicised by the State Government. The uniform specifications should be prominently displayed at procurement centres and mandies so that the farmers may be fully aware of them.
- (ii) The Minimum support price (MSP) for the different foodgrains should also be publicised and displayed.
- (iii) Adequate number of mandis/procurement centres of State agencies should be set up and operated efficiently, effectively and economically.
- (iv) The field staff should be deputed in all the mandis/procurement centres well before the commencement of the season and pay office/district lab, etc. should be kept ready and functional in all respects.

- (v) Proper cleaning of the paddy/ wheat / coarse grain stocks should be ensured before purchase. For this, necessary cleaning facilities should be provided..
- (vi) Stocks must be strictly procured on first come first served basis.
- (vii) There should be no undue delay in accepting stocks and making payment to farmers.
- (viii) Immediate clearance and liquidation of the procured foodgrain stocks from the mandis/ procurement centres should always be ensured.
- (ix) Supervising officers should be continuously on the move for close supervision of the procurement operations including the quality of procured stocks.

2. Administrative arrangements

- (i) There should be no delay in the issue of authorisation for operation of bank accounts. It should be ensured that bank accounts are opened well before the commencement of the procurement season.
- (ii) There should be timely appointment of mandi labour contractors and transport contractors for handling operations in the mandis/ purchase centres.
- (iii) Weights and scales, gunnies, , dunnage material (wooden crates) polythene sheets/tarpaulins should be made available in time at all purchase centres. Weights and scales should be stamped/verified well before mandi operations.
- (iv) Adequate storage capacity should be arranged in advanced keeping in view the estimated procured stocks at various centres.

3. **Quality assurance of the procured stocks.**

- (i) Quality inspectors/ purchase staff at each every purchase centre must be fully equipped with analysis kits and moisture meters (duly calibrated)
- (ii) They should be aware of the procedure for physical analysis of foodgrains including determination of moisture content and Government of India's uniform specification of foodgrains applicable for the respective marketing season
- (iii) Quality inspectors / purchase staff must have adequate number of cloth bags and polythene bags for drawing samples. These samples should be regularly sent to the District Office laboratory for analysis with proper labelling viz , name of mandi, date of sampling commodity, signature of inspector etc.
- (iv) Adequate laboratory facilities for the analysis of foodgrains at district level should be provided by the State Governments. The expenditure may be met out of 2.5% administrative charges given to the State Governments for the procurement operations.

4. **Operation in mandis / Purchase centres**

- (i) Stocks brought by farmers should be heaped separately to maintain individual identity. Prior to purchase, the Quality inspectors / Purchase staff should inspect the stocks heap- wise, to assess quality and advise farmers to do necessary cleaning / upgradation wherever necessary.
- (ii) At the time of final acceptance of the stocks, the presence of officials of the mandi committee and representative of farmers is necessary. The report indicating the reasons for rejection of each rejected lot must be maintained by the quality inspector in a separate register.

- (iii) In case of any dispute arising on the quality of foodgrains, the quality inspector / purchase staff should bring the matter to the notice of senior officers without any delay.

5. **Stitching and stencilling on bags**

- (i) Manual stitching of paddy / coarse grain bags with minimum 14-16 cross stitches across the mouth of the bags should be carried out to avoid "bleeding" of the stock during handling, transportation and storage. In the case of wheat, double line machine stitching should be carried out. Wherever such facilities are not available, hand stitching as mentioned above, should be carried out.
- (ii) Quality inspector / purchase staff must ensure that proper stencilling on bags is done before packing of stocks procured. The stencilling should comprise name of the procuring agency, mandi, commodity, crop year and net weight.
- (iii) Stencilling marks should be in the middle of the bags.

6. **Record of purchase**

- (i) For each day's purchase, the mandi committee / purchase centres should maintain purchase records containing the name of the cultivator, commodity and approximate quantity in heaps and the name of the arthiya (commission agent, if any). Similar details should be maintained by the quality inspector / purchase staff for the lots purchased.
- (ii) The position of stocks purchased by procuring agency and private traders / rice millers should be reported daily to the district office / control room.

7. Payment

In the case of direct purchase from the farmers, payment must be ensured immediately after effecting the purchases. The purchase from farmers should be made after ensuring his proper identity (co-operative loan book, etc.). This is necessary to avoid complaints of purchase through middle men.

8. Storage of foodgrains.

Most of the paddy/wheat procured by State Government agencies is ordinarily stored in open space { covered and plinth (CAP) complexes} due to shortage of covered storage facilities. All necessary precautions should be taken to maintain the quantity and quality of foodgrains (wheat and paddy) particularly stored in CAP complex. The following code of practice for the scientific storage of foodgrains to be stored under CAP as well as in covered godowns should be followed by all procuring agencies to minimise losses during storage:

- (i) Site(s) selected for 'CAP' storage must be high plinth preferably with Pucca masonry work. These sites should have proper drainage facilities, good approach roads, necessary provision for security etc. The plinths should be free from cracks and crevices, termites and there should not be unwanted wild vegetation growth around the plinths.
- (ii) Proper dunnage material viz. wooden creates/stone slabs/wooden poles, etc. should be used for stacking the bags to avoid damage to the lower layers from moisture.

- (iii) Stack planning must be done in such a manner so that alleyways (3 feet) gangways (5 feet) are left for proper operation of the CAP complexes. ∴
- (iv) Stacks must be formed of standard size and height in a regular dome shape so as to avoid ballooning of the cover and avoid any accumulation of water on the stacks. The quantity of foodgrains to be stored in each stack should not be more than 150 MTs.
- (v) Rodent control measure must be taken regularly by fumigating the live rat burrows with Aluminium Phosphide Tablets (half tablet per burrow) or by poisoning the rat burrows with Zinc Phosphide (torpedo-baiting).
- (vi) Birds (parrot, sparrow, pigeon, crow and maina, etc.), the major avian pests causing damage to foodgrains stored in CAPs should be kept away from complexes by using bird scares, making noise, destroying their nests, etc. These birds not only eat away the grains but cause extensive spillage, damage to the bags and polythene covers, thus rendering them unfit for fumigation.
- (vii) Prophylactic and curative control for the control of insects should be regularly carried out in CAP complexes. Malathion 50% EC in 1:100 dilution with water @ 3 litres Emulsion / 100 Sq Mtr. of surface area should be sprayed at fortnightly intervals. Deltamethrin 2.5% WP(40 gms / litre of water) @ 3 litres Emulsion / 100 Sq Mtr. of surface area) may be sprayed at three month intervals. Similarly, Aluminum Phosphide @ 9 gms / tonne may be used for fumigation of foodgrains as and when required.
- (viii) Moisture, a major factor responsible for adversely affecting the quality/merchantability/nutritive value of the foodgrains must be

controlled meticulously. In CAP storage, sometimes the grain is directly exposed to rain water due to leakage/seepage. Therefore, immediate aeration of such rain affected stacks should be carried out during sunny days. Otherwise, this may cause germination of grains and development of fungus, and heating of grains which leads to deterioration.

- (ix) Only dedicated well motivated energetic and knowledgeable staff should be posted at CAP complexes who have the capacity and capability to take right decisions on the spot. They must have a set of detailed instructions in hand to consult and act upon.
- (x) The stacks should be broken and aerated wherever the heating of grain is observed.
- (xi) The staff must have the first aid kit and antidotes for insecticides and fumigants and knowledge for meeting unforeseen circumstances such as snake, scorpion bite, injury due to collapsing stacks etc.
- (xii) Sufficient number of ladders should be available in the CAP storage premises for the inspection of the stacks from the top.
- (xiii) The staff must be specifically trained to pull, shift and move the polythene covers which is one of the main reasons for tearing up of the covers. The staff must also know as to how to effect minor repairs of the polythene covers. Necessary material for carrying out for such repairs should be provided to them.
- (xiv) The staff must be extra cautious while issuing the stocks as to avoid any complaints. In case of incidents of localized deterioration, flour formation in wheat bags, germination etc., same may be segregated from the sound stocks.

9. Quality control in the procurement of rice

The following steps should be taken for monitoring the quality of rice at the time of procurement / receipt in the godowns:

- (i) The rice should be procured / accepted strictly conforming to Uniform Specifications prescribed by the Government of India. Special care should be taken that the percentage of damaged grain, broken grains including small broken grains and moisture content is well within the laid down specifications.
- (ii) The samples of rice should be carefully drawn and should be analysed immediately before accepting the rice stocks.
- (iii) Some samples should be regularly sent to district office / laboratory for analysis.

10. Storage of rice

The storage function is an important link in the whole system of production, marketing and consumption of foodgrains. During storage, rice may be damaged due to abiotic factors viz temperature, moisture and biotic factors viz insects, rodents, birds and micro-organisms. The type of damage caused is summarised below:

(a) Damaged by abiotic factors

- (i) Damage to stocks due to exposure during natural calamities like fire, flood, cyclone etc.
- (ii) Damage to bottom layer stocks due to absorption of floor seepage if stacked on naked floor without proper and adequate dunnage.

- (iii) Prolonged storage in open due to constant exposure to sun and rain and leakage in CAP covers etc.
- (iv) Negligence in undertaking storage as per laid down code of storage practices and due to unscientific storage godowns.

(b) Damage by biotic factors

- (i) Insect infestation during storage resulting in excessive weevilisation, powder formation etc.
- (ii) Microbial (fungal) damage due to excessive moisture in the grain resulting in charring/caking of grains due to 'wet grain heating'.

Steps to be taken for safe storage of rice

To ensure safe storage of rice and avoid any damage, the following steps should be taken :

- (i) Rice with moisture content within the safe storage limit as per uniform specifications only should be procured/accepted for storage.
- (ii) Stocks should be stored in scientific godowns.
- (iii) Suitable dunnage such as wooden crates or bamboo mats sandwiched with polythene film should be used to avoid absorption of floor seepage.
- (iv) Stocks should be properly stacked and periodically inspected every fortnight to check development of insect infestation, if any.
- (v) The stocks should be subjected to prophylactic treatment with Deltamethrin, Malathion or air charging with DDVP for prevention of insect infestation.

- (vi) In case of heavy insect infestation, immediate curative action by way of fumigation with suitable fumigant should be undertaken.
- (vii) The stocks should be issued on "first-in-first-out" (FIFO) basis so as to avoid damage to stocks due to prolonged storage.

Proper training of the staff engaged in procurement and storage of foodgrains should be arranged by the State Government. Short duration training programme on procurement and scientific storage of foodgrains may be organised by the Ministry of Consumer Affairs, Food & Public Distribution and FCI on the request of the State Government.

11. Role of the FCI

As foodgrains procured under the DCP scheme or by the State Government s on behalf of FCI ultimately belong to the Central Pool , it is important that the officers of the FCI at H.Qtrs. as well as at Zonal and Regional Offices level also ensure that the scheme is implemented as per the guidelines issued by this Department. In specific terms , the following steps should be taken by the FCI Officers:

- (i) The Head Quarter and the Zonal Office of FCI may depute teams to the DCP states on a regularly basis during the procurement season comprising both administrative and quality control staff. The team should make random visits to the procurement centres / locations. They should interact with the state agencies and regional offices and provide guidance and supervision for smooth procurement operations.
- (ii) These teams should take up detailed review to ensure that all the guidelines enumerated above are being strictly followed .

- (iii) The regional offices should be in constant touch with the state agencies. The SRMs, DMs and quality control (QC) staff should be constantly on the move, draw random samples on daily basis. Where ever lapses are noticed, these should be brought to the notice of the food Secretary of the State as also to the FCI H Qtrs and the Ministry.
- (iv) The QC Division of the FCI based on the information collected by the team / regional offices prepare a monthly report for submission to MD, FCI, Ministry and the concerned State Government, with suggestions for corrective actions, where ever lapses have been reported

12. Role of the S&R Division.

- (i) The quality control officers of the S&R division should also ensure that the guidelines mentioned above are strictly followed by the procuring agencies of the State Governments.
- (ii) They should carry out inspections of the procurement centres of the state agencies and collect the samples of foodgrains for analysis to know the quality of foodgrains. The cases of procurement of Beyond Rejection Limit (BRL) foodgrains should be brought to the notice of concerned state governments.
- (iii) The officers of S&R Division should also carry out detailed inspection of CAP complexes / covered godowns to ensure that the code of practices of scientific storage of foodgrains are adopted by the agencies.